

MAESTRO TOUCH

USER CLEANING GUIDE

OPERATED BY

LAVAZZA

PROFESSIONAL

MAESTRO CLEANING

Below are some simple instructions for loading products and cleaning your appliance.

CHAPTER 1 CLEANING AND LOADING

The machine is not suitable for installation outdoors. It must be installed in a dry room at a temperature ranging from 2°C to 32°C. It can not be installed in a room where water jets are used for cleaning (e.g. large kitchens etc).

❗ Before cleaning and loading, wash your hands and wear disposable gloves: the use of gloves is not removing the need for hand hygiene.

SWITCHES AND SAFETY DEVICES

DOOR SWITCH

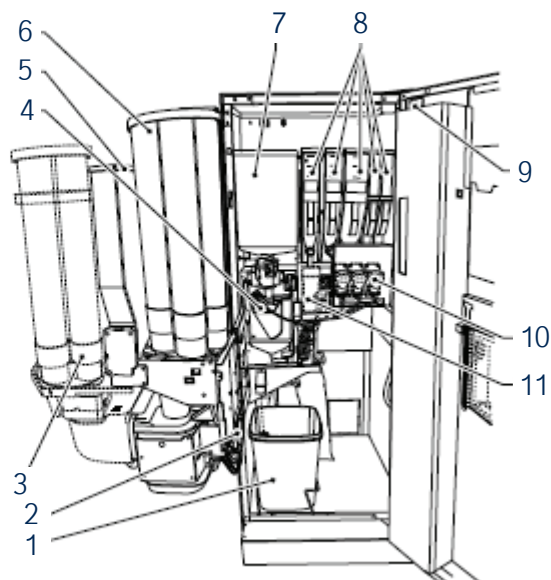
Whenever you open the door, a special switch will power off the electric installation of the equipment to allow the user to carry out of the ordinary filling and cleaning operations described here below in totally safe conditions.

⚠ All the operations requiring the machine to be directly connected to a source of electricity when the door is open must be ONLY carried out by the personnel qualified and informed on the specific risks involved.

CONNECTIVITY SWITCH

On opening the door, a special switch will deactivate the connectivity components of the equipment. When the door is open, the drives of functional units and/or remote control are disabled.

⚠ All the operations requiring the machine to be directly connected to a source of electricity and the connectivity functions to be active when the door is open must be ONLY carried out by the personnel qualified and informed on the specific risks involved.



1. Liquid waste bucket
2. Door switch
3. Secondary cup stacker*
4. Brew unit
5. Sugar canister*
6. Main cup stacker
7. Coffee beans canister
8. Instant powder canister
9. Connectivity switch
10. Mixer
11. Tea brew unit*

*Some models only

HYGIENE AND CLEANING

This manual shows the potential critical points and gives the instructions necessary to control any bacterial proliferation.

On the basis of the health and safety rules in force, the operator of the vending machine shall apply the self-control procedures established according to the provisions of the HACCP (Hazard Analysis Critical Control Point) directive and the national laws.

At the time of the installation, it is necessary to completely sanitise the water circuits and the parts in contact with foodstuffs in order to remove any bacterium that may have built up during storage.

It is recommended to use sanitising products to clean the surfaces, even if not directly in contact with foodstuffs.

Some parts of the machine can be damaged by aggressive detergents.

The manufacturer disclaims all responsibility for any damage caused by the non observance of the above or by the use of aggressive or toxic chemical agents.

Never forget to power off the machine before carrying out any maintenance operation requiring the disassembly of components.

USING THE VENDING MACHINES OF HOT DRINKS

(e.g. plastic cups, pottery cups, jugs)

The dispensers of drinks in open canisters may be only used for selling and dispensing drinks obtained by:

- Brewing of products, such as coffee and/or tea;
- Reconstituting instant or freeze-dry packed products;

These products shall be declared as "suitable for automatic dispensing" in open canisters by the manufacturer.

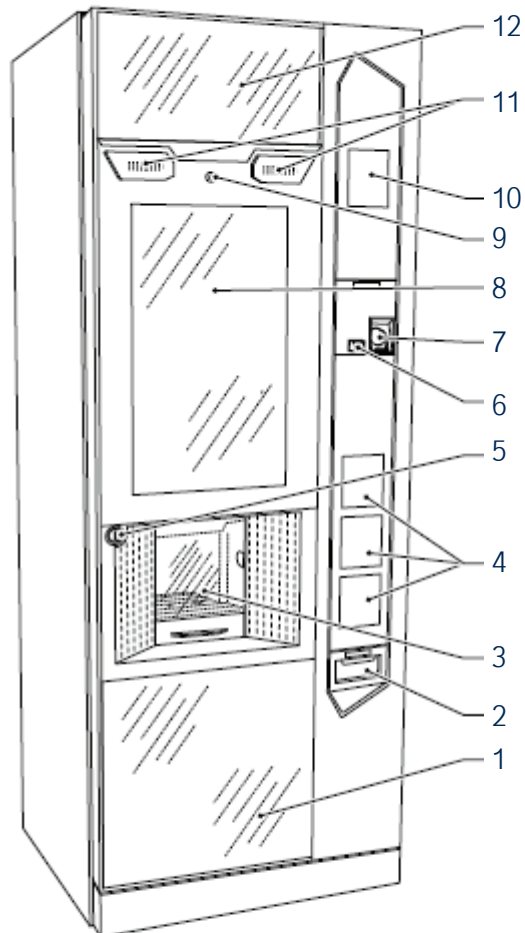
Dispensed products shall be consumed immediately. Under no circumstance shall they be preserved and/or packed for later consumption.

Any other use shall be considered as improper and thus potentially dangerous.

CONTROLS AND INFORMATION

The controls and information for the user are arranged outside.

All message are displayed on the touch screen of the machine.



1. Lower aesthetic panel
2. Coin return flap
3. Compartment
4. Information / advertisement space
5. Lock
6. Coin return button
7. Coin insert
8. Touch screen
9. Presence sensor
10. Space for advertisement / bill validator
11. Loud speakers
12. Upper aesthetic panel

PRODUCT LOADING

i Before loading products, make sure that they have been preserved according to the producer's instructions for storage and holding temperature.

⚠ Before loading products, check the pull date.

The products shall be declared as "suitable for automatic dispensing" in open canisters by the manufacturer.

Products may even be loaded if canisters are partially full.

COFFEE BEANS

It is advisable to use good quality coffee beans to avoid any malfunction of the equipment due to the presence of impurities.

- 1** Open the canister cover.
- 2** Fill the coffee beans without exceeding the maximum level.
- 3** Make sure that the canister shutter is open.

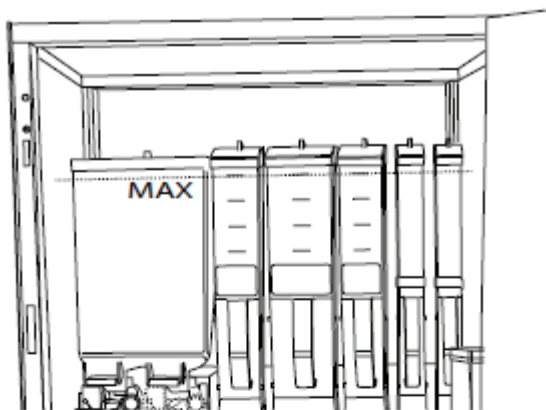
INSTANT PRODUCTS AND SUGAR

It is advisable to use quality instant products to avoid any malfunction of the equipment due to the presence of impurities.

- 1** Open the instant powder canister cover.
- 2** Fill with instant powder without exceeding the maximum level.
- 3** Close the cover carefully.
- 4** Wipe the edge of the powder ports/ white chutes on the canister with a clean, dry cloth to remove any excess powder.

i Never compress powder to avoid packing.

i Make sure that the instant products you have loaded are not lumpy.



CUPS

i Use cups declared as “suitable for automatic dispensing” only; other types of cups or cups “not suitable for automatic dispensing” may cause any malfunction in the release system or not be properly released.

The cup dispenser shelf has got a double articulated joint intended to improve the accessibility to the cup dispenser, in particular when the equipment is placed close to other equipment.

To load the cup columns, act as follows:

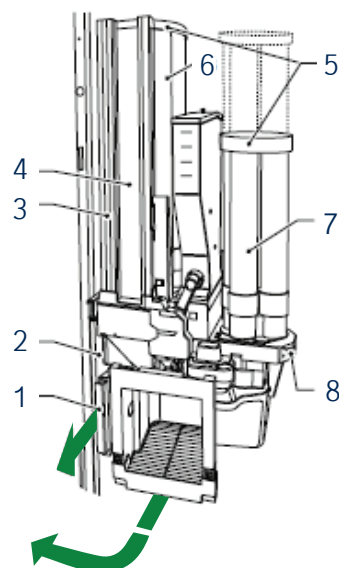
- 1 Open the machine door.
- 2 Pull the shelf to extract it.
- 3 Unlock and turn the shelf to the outside.
- 4 Remove the cover from the cup stacker to be loaded.
- 5 Load the cups.

STACKER COMPLETELY EMPTY

If the cup stacker is completely empty:

- 1 Fill in the columns with cups, except for the one relative to the release hole.
- 2 Close the machine door and wait for the first full column to reach the release hole.
- 3 Open the machine door once again and load the column that has remained empty.

To close, act in the reverse order. Make sure that the shelf has completely moved backwards. Forcing is slightly required to close completely.



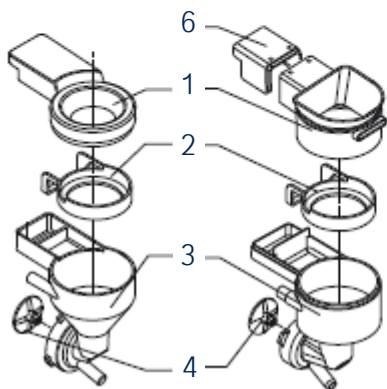
1. Shelf extraction handle
2. Articulated shelf
3. Stirrer guide
4. Stirrer stacker
5. Stacker cover
6. Main cup stacker
7. Secondary cup stacker*
8. Shelf rotation handle

*some models only

DAILY CLEAN RECOMMENDED

Cleaning the mixer bowl.

- Wipe the rim of the mixer bowls/ powder funnel with a damp cloth.



1. Powder funnel
2. Splash-guard ring
3. Water funnel
4. Mixer impeller
5. Mixer fastening ring nut
6. Rear cover

- Close the door, then from the “daily operations” functions in the menu, rinse the mixer bowls.

⚠ To avoid altering the taste of drinks, do not use highly scented detergents or cloths.

CLEANING THE VEND AREA

To clean the dispensing compartment and the cup holder, use a soft cloth moistened with cleaning solution.

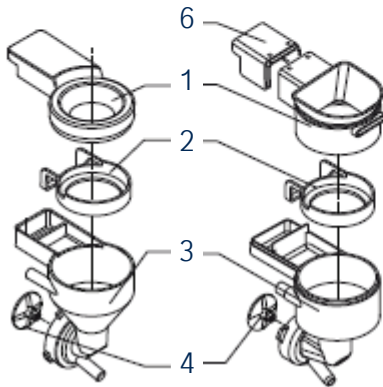
⚠ To avoid oxidation or chemical aggression risks, use neutral cleaning products (avoid using solvents).

CLEANING MIXERS AND FOOD CIRCUITS WEEKLY CLEANING RECOMMENDED

Whenever products are loaded and/or weekly or more frequently, according to the use of the machine, the inlet water quality and the products in use, sanitise the mixers.

We recommend a weekly clean of powder deposit drawers, mixers and the conduit intended to dispense instant drinks.

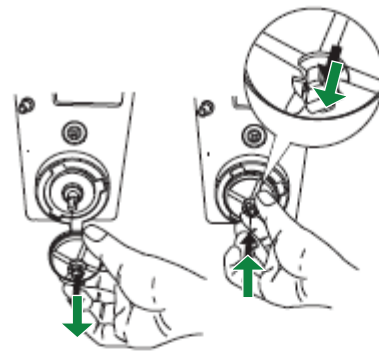
It is absolutely forbidden to use water jets for cleaning.



1. Powder funnel
2. Splash-guard ring
3. Water funnel
4. Mixer impeller
5. Mixer fastening ring nut
6. Rear cover

To clean the mixers, act as follows:

- 1 Open the cover in front of the mixers and lift the powder ports as far as the retainer.
- 2 Detach the instant drink tube from the water funnel connection.
- 3 Rotate the ring nut intended to fasten the water funnel counterclockwise and remove the mixer from the machine.
- 4 Separate all components (the funnels of instant products, water funnels, conveyors, powder deposit drawers).
- 5 Remove the mixer impeller.



- 6 Dip the components into a container with the sanitising solution you have prepared before for about 20 minutes, wash and make sure what you have mechanically removed visible residues and films by using, if necessary, pipe cleaners or brushes.
- 7 Rinse and dry all parts thoroughly and re-assemble the mixers.
- 8 Re-assemble the impellers,
- 9 Re-position the mixer. Make sure that the water funnel is properly inserted.
- 10 Rotate the ring nut intended to fasten the water funnel clockwise to secure the mixer to the machine.
- 11 Attach the tubes to the water funnel connection and lower the powder ports.

After having assembled the parts, act as follows:

- Wash the mixers and add some drops of the sanitising solution into the various funnels.

- Close the door, then from the "daily operations" functions in the menu, rinse the water system.

All the operations requiring the machine to be directly connected to a source of electricity must be ONLY carried out by the personnel qualified and informed on the specific risks involved.

CLEANING THE BREW UNIT

Whenever you fill or at least once a week, it is recommended to remove any powder residue from the external parts of the brew unit, in particular in the area of the coffee funnel, the filters and the scrapers.

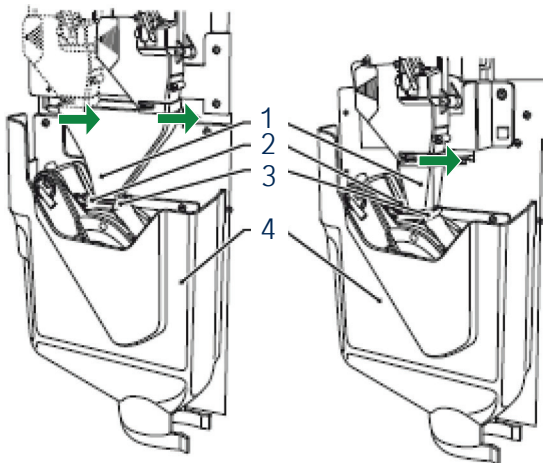
Properly disassemble the brew unit cover and the coffee funnel at regular intervals. To release the coffee funnel, just let it slide to the right.

Wash and rinse disassembled parts carefully.

⚠ It is absolutely necessary to reassemble to cover before setting the machine at work once again

2 Espresso

Espresso



1. Coffee funnel
2. Filter
3. Scraper
4. Unit cover

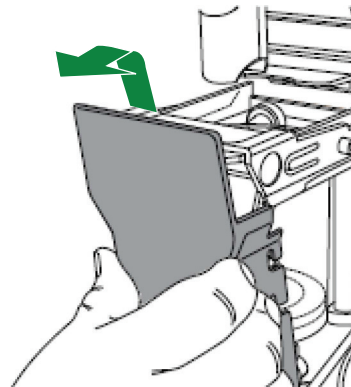
TEA BREW UNIT

For models with tea brew unit only.

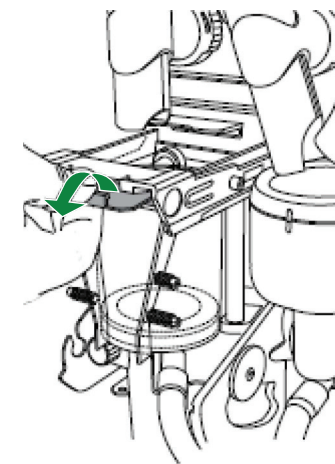
Whenever you load and once a week, clean the outer parts, the scraper and perform the automatic wash cycle.

Scraper cleaning and automatic washing
Act as follows:

- 1 Remove the waste conveyor.



- 2 Unhook the scraper from the support.

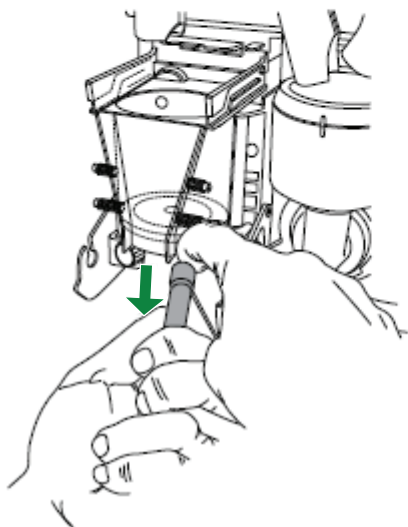


- 3 Use a brush and/or piece of clean cloth to remove the tea residues from the components and the scraper.
- 4 Hook the scraper on its support.
- 5 Carry out the automatic wash cycle from the programming menus.

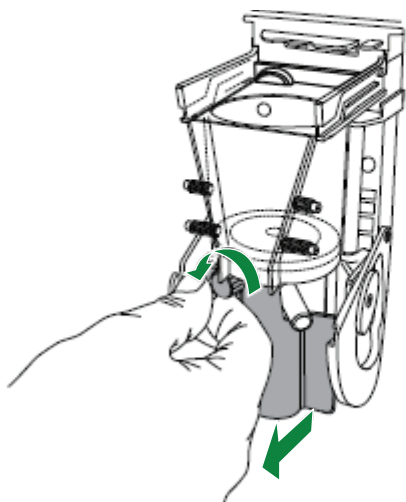
Disassemble and sanitise the components of the unit every 500 tea selections, every month or according to use conditions.

Disassemble and clean components
Act as follows:

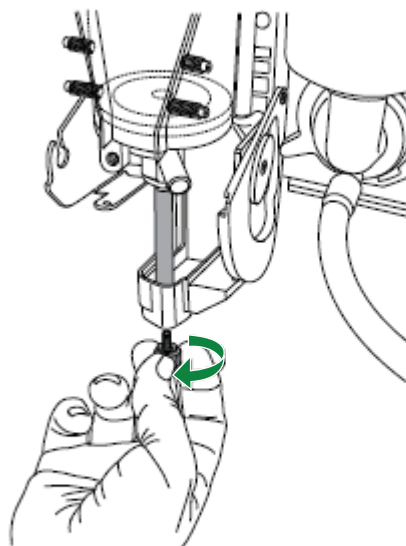
- 1 Remove conveyor, scraper and scraper support
- 2 Detach the tube



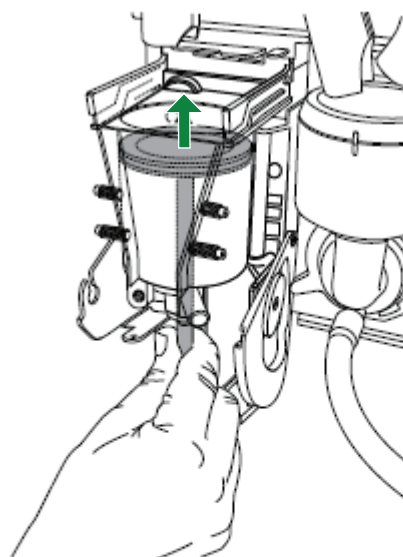
- 3 Unscrew the knurl intended to secure the piston stem cover.



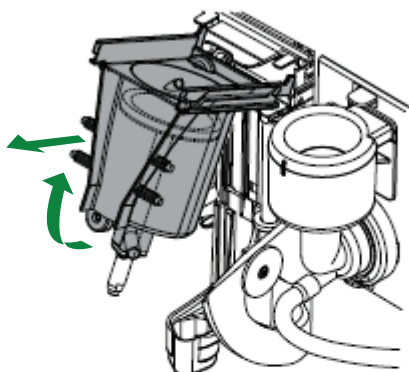
- 4 Unscrew the piston stem knurl.



- 5 Lift the piston so as to reach the top dead centre.



- 6 Rotate the brew chambers upwards and release it.



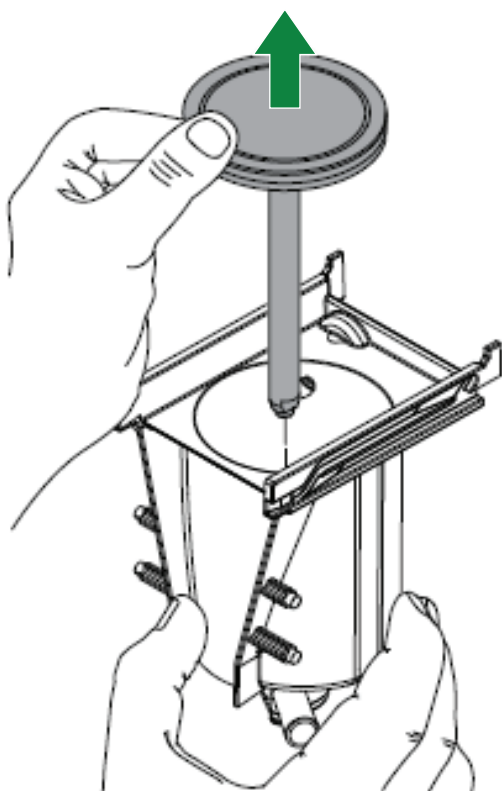
To avoid leaving the equipment out of services (for too long), use components in the place of those to be sanitised (hygiene kit).

The parts replaced are to be sanitised and then made available as a hygiene kit.

After having carefully washed, rinsed and dried the parts, start assembling.

Check the state of the filter and/or gaskets; components must be replaced at regular intervals.

- 7 Extract the piston completely.

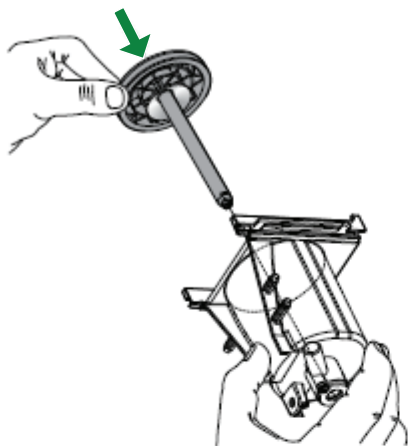


After having disassembled all pieces, wash them carefully by using a detergent solution specific for tea brewers and leave the components immersed for one night.

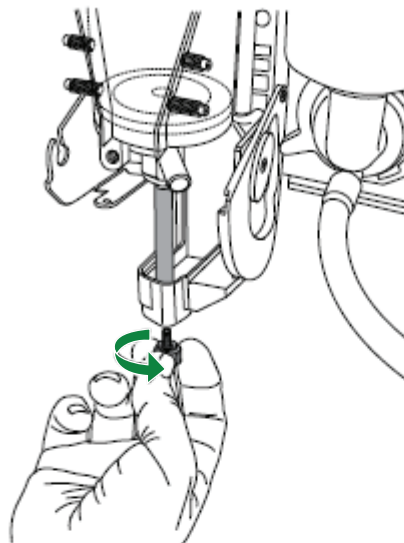
ASSEMBLY

Act as follows:

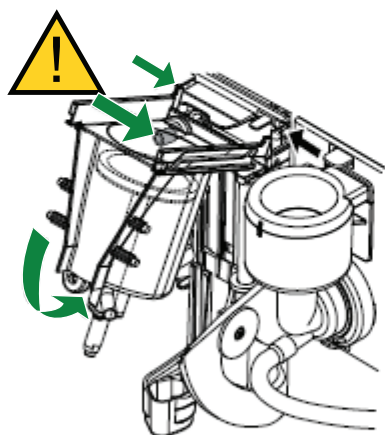
- 1 Re-position the piston.



- 3 Screw the piston stem knurl.



- 2 Hook the brew chamber, make sure that the water coupling is properly inserted.

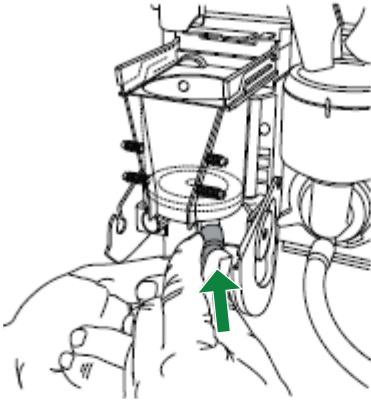


- 4 Screw the piston stem cover knurl.

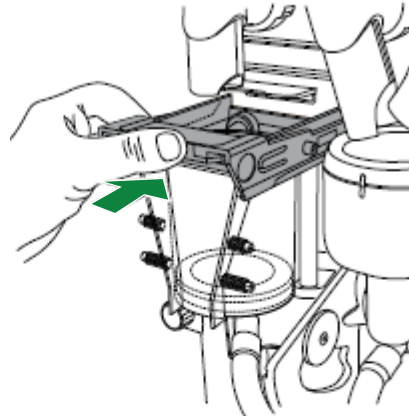
⚠ It is absolutely necessary to reassemble to cover before setting the machine at work once again



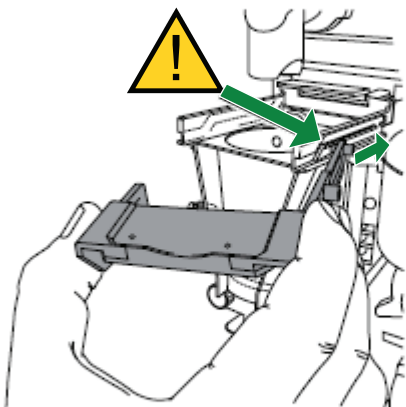
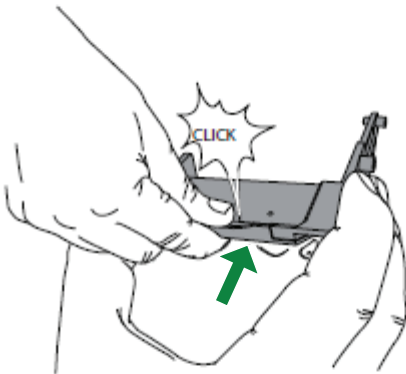
- 5 Connect the tube.



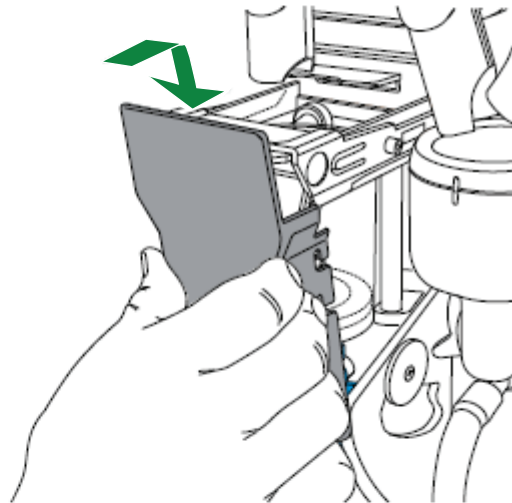
- 7 Push the scraper support as far as the limit stop and put it back in its home position.



- 6 Hook the scraper on its support, insert the support into the lower guides.



- 8 Hook the waste conveyor.



- 9 Wash automatically
The automatic repositioning of the tea brewer guarantees the correct position for the brew cycle.

Reset any message prompting the operator to clean the tea brewer.

CLEANING WASTE

Empty the solid and liquid waste once a day.

LIQUID WASTE

Liquid waste is discharged into the waste bucket.

Remove the bucket, discharge the liquid waste and wash the bucket carefully.

The float will trigger a microswitch to signal the liquid waste is full.

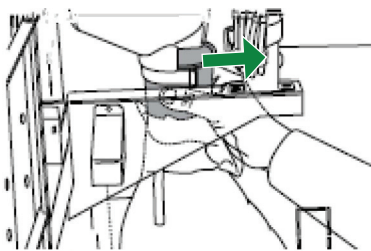
It is recommended not to wait for the liquid waste full signal, but to empty the bucket regularly.

SOLID WASTE

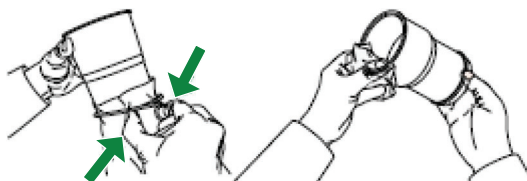
Solid waste is discharged into the bag fastened to the solid waste conveyor.

Act as follows:

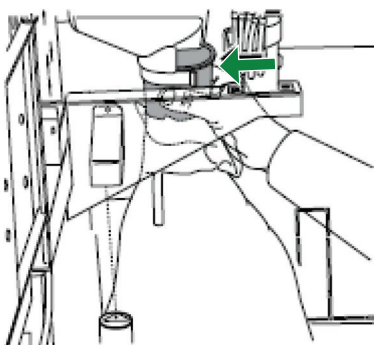
- 1 Pull the solid waste conveyor to the right



- 2 Act on the spring retaining the waste bag for release
- 3 Clean the solid waste conveyor from any residue



- 4 Replace the waste bag with a new one, insert it onto the waste conveyor and secure it by using a spring.
- 5 Re-position the waste conveyor.



DISPENSING COMPARTMENT

We recommend you clean the dispensing compartment once a week.

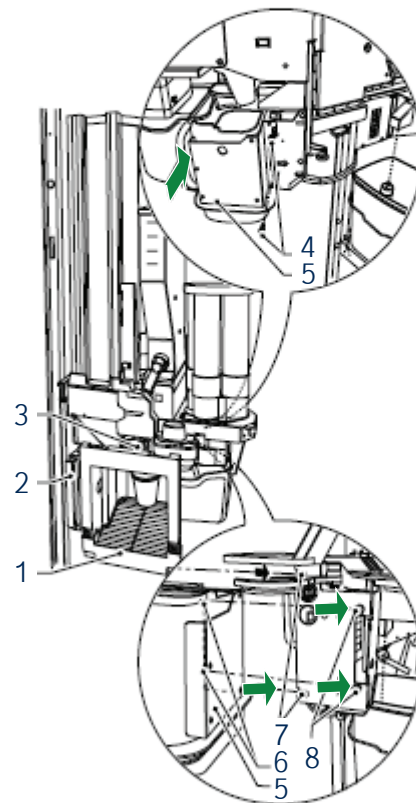
To clean the dispensing compartment, remove it from the equipment.

To disassemble the dispensing compartment, unscrew the knurls to release the compartment and let it slide on the guide.

The dispensing compartment flap requires no special maintenance. Normal cleaning is enough.

If necessary, the knurl will help you disassemble the nozzle support arm.

On reassembling, pay attention to the position of the cup shift arm/s and to the position of the compartment on the guide. Make sure that the three fastening points are properly hooked.



1. Dispensing compartment
2. Shelf extraction handle
3. Nozzle support
4. Compartment fastening knurls
5. Drink dispensing support
6. Cover
7. Fastening for guide
8. Guide stop

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TOUCH SCREEN CLEANING

The touchscreen is touch sensitive and the dirt build-up may reduce its sensitivity.

i To clean, use a soft and dry piece of cloth and never use abrasive products containing solvents or alcohol.

Clean the touch screen by exerting a slight pressure.

WASH CYCLES

The equipment is ready to execute the wash cycles of the main functional units.

⚠ Hot water is coming out of the nozzles during the wash cycles, which may be a source of damage for people.

⚠ Never put your hands in the dispensing area during wash cycles: danger of burns.

i Wash cycles are not intended to replace the necessity to disassemble the components for sanitising purposes regularly.

Wash cycles can be scheduled for automatic execution or a warning message may appear for any wash cycle requiring the operator's action (e.g. wash cycle of the brew unit).

SERVICE INTERRUPTION

If the machine should remain off for any reason for a long period of time, act as follows:

- 1** Empty the canisters completely and wash them carefully by means of sanitising products.
- 2** Empty the grinder completely and dispense till an empty message is displayed.
- 3** Sanitise the mixers, the brew unit, the tea brewer (if any) and the food circuits.
- 4** Close the cock upstream from the water supply tube and empty the hydraulic circuit completely. For the model complete with a tank, empty any residual water.
- 5** Detach the machine from the mains.

i Before setting the equipment at work again, clean and sanitise.

POWER ON

Whenever you power on, the machine carries out some initial checks by pouring some hot water from the nozzles. The heating status of boilers is displayed. Selections are not available until the machine has reached the operation temperature.

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